



**Government of the
District of Columbia**

Office of Tax
and Revenue

Recorder of Deeds
515 D Street, NW
Washington, DC 20001
Phone (202)727-5374

Notice of Foreclosure Sale of Condominium Unit for Assessments Due

(Pursuant to Title 42§1903.13 of the District of Columbia Code)

TO: (List name and address for each owner of the unit.)

Address of unit

Other address designated by unit owner(s) to the Corporate Entity for foreclosure purposes

FROM: Phone No.

RE:

Square

Suffix

Lot

Property Description

DATE:

This constitutes formal notice, pursuant to Title 42§1903.13 of the 2001 Edition of the District of Columbia Code, that in the event past due assessments plus any late charges and interest due, together with attorney's fees, which you , owe and incurred in connection with the enforcement of the lien created by said past due amounts, are not paid in full within 31 days after the date such notice has been filed with the Recorder of Deeds, on behalf of the unit owner's association, your unit shall be sold at public sale on , at AM/PM at the office of .

As of the date of this notice, the total of the outstanding assessment, fees, charges, and interest that you owe for the above-described unit is as follows:

Unpaid assessments	\$	<input type="text"/>
Interest	\$	<input type="text"/>
Late charges on assessments	\$	<input type="text"/>
Attorney's fees	\$	<input type="text"/>
TOTAL	\$	<input type="text"/>

Please be advised that of the Bylaws of the authorized the (Corporate Entity) to foreclose for nonpayment of past due assessments and also to hold the unit owner liable for cost and attorney's fees in proceedings to recover sums due the when default occurs.

Pursuant to of the , this notice of intent to foreclosure is being sent to .

Further, to be advised that no foreclosure sale shall be held until 31 days have passed from the date such notice is mailed.

The person to contact to stop foreclosure sale is:
Phone



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CERTIFICATION

I, hereby certify that a duly executed Notice of Foreclosure Sale of Condominium Unit for Assessments Due was sent to the present owner(s) of the condominium unit encumbered by said assessments, fees, charges, and interest due described above, by certified mail, return receipt requests on [] , 200 [] .

Date []

In testimony whereof, has on the [] day of [] , 200 [] , caused these presents to be signed by [] , its president (or other officer), and attested by its secretary and its corporate seal to be affixed and does hereby appoint [] its true and lawful attorney-in-fact to acknowledge and deliver these presents as its act and deed.

(Corporate Seal)

By []
President or Officer

[]
Name of Corporation

Attest:

[]
Secretary

I, [] , a Notary Public in and for the [] do hereby certify that [] the attorney-in-fact in the foregoing Notice of Foreclosure Sale of Condominium for Assessments Due, bearing date on the [] day of [] , 200 [] , personally appeared before me to execute the said Notice of Foreclosure Sale and acknowledged the same to be the act and deed of the [] .

Given under my hand and seal this [] day of [] , 200 [] .

(Notary Seal)

[]
Notary Public
[]
My Commission Expires